



ADMINISTRATION AND
MANAGEMENT

OFFICE OF THE SECRETARY OF DEFENSE
1950 DEFENSE PENTAGON
WASHINGTON, DC 20301-1950

MAR 31 2010

MEMORANDUM FOR DIRECTOR OF THE JOINT STAFF

SUBJECT: Charter Renewal - U.S. Strategic Command Strategic Advisory Group

The charter for the U.S. Strategic Command Strategic Advisory Group is approved for renewal.

The Advisory Committee Management Officer (ACMO) and the Office of General Counsel are in the final stages of reviewing and completing the charter. In addition, the ACMO will publish a Federal Register notice announcing the Department's intention to renew the committee's charter.

As the DoD Sponsor for this federal advisory committee, you are reminded that you are responsible for:

- (a) Ensuring that the Committee's Designated Federal Officer (DFO) attends all the meetings;
- (b) Ensuring that the DFO and the Committee fully comply with all appropriate Federal statutes and regulations, to include DoD Instruction 5105.04;
- (c) Providing adequate support to the Committee and its membership;
- (d) Ensuring that the Committee members are appointed according to DoD policy, and that they do not serve on the Committee until all personnel and ethics paperwork has been processed by the appropriate offices;
- (e) Ensuring that the Committee's membership is not unduly or inappropriately influenced by federal employees or any special interest; and
- (f) Monitoring the implementation status of any recommendation adopted by the Department of Defense or the Congress, and ensuring that this information is available for future inquiries.

If you should have any questions, please contact me or my ACMO, Frank Wilson, at (703) 601-6100.

Michael L. Rhodes
Director